

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS**  
**Monday, March 31, 2014**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Monday, March 31, 2014, at 5:31 PM by Vice-Chair, Forrest Ridgway.

<b>Commission</b>	Heather Schebel	Rick Swalwell	Forrest Ridgway	Mike Chambers	Joe Hrdlicka
<b>Present</b>	<b>X</b>	Arrived at 5:36pm	<b>X</b>	<b>X</b>	<b>X</b>
<b>Staff</b>	Susan Mathews <i>Parks &amp; Recreation Administrative Secretary</i>	Sally Ortgies <i>Superintendent of Parks</i>	Gary Scott <i>Director of Parks &amp; Recreation</i>		
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>		

**On Item 1. Approval of Agenda**

Chambers moved to approve the agenda as presented. Hrdlicka seconded. Motion carried.

**On Item 2. Citizen Forum**

No items.

**On Item 3. Approval of Minutes of January 16, 2014 Meeting**

Hrdlicka moved to approve the minutes as presented. Chambers seconded. Motion carried.

**On Item 4. Old Business**

No items.

**New Business:**

**On Item 5A. Motion – Approval of Weather Siren Installation – Maple Grove Park**

Scott stated this vote will reaffirm the vote taken by email when the February meeting was canceled.

Chambers moved to approve the Weather Siren Installation at Maple Grove Park. Schebel seconded. Motion carried.

**On Item 5B. Presentation – City of West Des Moines Emerald Ash Borer Program**

Ortgies gave a PowerPoint presentation on the City of West Des Moines Emerald Ash Borer Program.

She added that the hiring process is underway for Urban Forestry Supervisor position and that the targeted start date will be in June.

**Staff Reports:**

**On Item 6A. Superintendent of Parks**

Ortgies stated that Holiday Park baseball renovations phases 1 and 2 are moving along. She added that at the April 7 meeting, City Council will act on ordering construction. She added that ordering construction for concrete trail renovations and renovation of landscape beds in medians will also take place on April 7. Ortgies noted there is a City Council Communication included in the packet under Receive, File and/or Refer to hire a consultant for the stormwater management plan and grading plan for Woodland Hills Park. Hrdlicka commented that he went to the City Council meeting where Scott presented the

drainage improvements plan for Holiday Park. He expressed that City Council members appreciated that a Board member was present to support the renovation plans. The Board asked that Scott send email appointments for key City Council meetings. Scott responded that April 7 and May 5 will be the two upcoming City Council meetings where decisions will be made.

On Item 6B. Director of Parks and Recreation

Scott informed the Board that the Bicycle Master Plan Task Force is reviewing the plan chapter by chapter and are considering all uses of trails and on-street facilities. Scott noted that in 3 weeks the council will act on ordering construction for the Grand Avenue trail from Fuller to the Raccoon River Park entrance. He added that construction should be complete by the end of summer. Scott stated that the new Superintendent of Recreation will begin on April 14. Greg Hansen is an Iowan by birth who has served most recently as the Director of the North Kansas City Community Center.

On Item 7. Other Matters

Hrdlicka asked when permits would be available for open water swimming. Ortgies responded they are available now. Mathews added that the permit form is available on the Parks and Recreation webpage under links and forms and there is no cost for a permit. Hrdlicka asked about lane markings or signage for swimming laps outside the buoy rope. Ortgies responded that rules and signage require swimmers without support watercraft stay within 20 feet of the buoy rope. Schebel asked about availability of pickleball in West Des Moines. Scott responded that the tennis court at Jaycee Park is striped with lines to accommodate pickleball. Ortgies added that that height of the net may not be precisely regulation for pickleball due to the shared use of the court. Scott informed the Board that sports groups will present their annual reports at the April 17 meeting.

Receive, File and/or Refer:

On Item 8A. City Council Communications

January 27, 2014 – Approval of Art on the Campus Recommendations

January 27, 2014 – Motion – Approval of Professional Services Agreement – City Hall Fountain Repairs – Shive Hattery

January 27, 2014 – Resolution – Approval of Recommended Names – Pinedale, Whisper Point, and Woodland Hills Neighborhood Parks

February 10, 2014 – Amendment to City Code – Title 5 (Police Regulations), Chapter 2 (Criminal Code), Section 28 (Throwing or Shooting) – Shooting Arrows at Raccoon River Park Archery Facility – City-Initiated; 1. Ordinance – Approval of First Reading

February 10, 2014 – Amendment to City Code – Title 7 (Public Ways and Property), Chapter 11 (Park Regulations), Section 2 (Rules and Regulations) – Alcohol Consumption Limitations in City Parks – City-Initiated; 1. Ordinance – Approval of First Reading

February 24, 2014 – Amendment to City Code – Title 5 (Police Regulations), Chapter 2 (Criminal Code), Section 28 (Throwing or Shooting) – Shooting Arrows at Raccoon River Park Archery Facility – City-Initiated; 1. Ordinance – Approval of Second Reading, Waiver of Third Reading and Final Adoption

February 24, 2014 – Amendment to City Code – Title 7 (Public Ways and Property), Chapter 11 (Park Regulations), Section 2 (Rules and Regulations) – Alcohol Consumption Limitations in City Parks – City-Initiated; 1. Ordinance – Approval of Second Reading, Waiver of Third Reading and Final Adoption

February 24, 2014 – Motion – Approval of Agreement – Water Slide Maintenance

March 10, 2014 – Motion – Approval of Fees – Raccoon River Park Archery Facility

March 10, 2014 – Motion – Approval of Revised Cropland Lease Agreement – South 88<sup>th</sup> Street & Grand Avenue, City-Owned Property

March 10, 2014 – Resolution – Accept Work – Valley View Park Phase 1

March 24, 2014 – Motion – Approval of Professional Services Agreement – Woodland Hills Park Stormwater Management and Grading Plans

On Item 8B. Review – Des Moines Area MPO, Central Iowa Bicycle-Pedestrian Roundtable Packet

Chambers moved to adjourn the meeting. Hrdlicka seconded. Motion carried. The meeting was adjourned at 6:44 p.m.

Respectfully submitted,

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Susan Mathews  
Administrative Secretary

ATTEST:

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Heather Schebel  
Advisory Board Secretary